



CITY OF HOUSTON

Job Posting

	AP
1	Applications accepted from: ALL PERSONS INTERESTED
2	Job Classification PROJECT TECHNICIAN III
3	Posting Number PN# 110141
4	Department Department of Public Works & Engineering
5	Division Public Utilities Division
6	Section Wastewater Operations Branch
7	Reporting Location 611 Walker*
8	Workdays & Hours M - F, 8 a.m. - 5 p.m.*
	*Subject to change
9	DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS Oversees the coordination, general administrative, drafting and technical support activities to develop, prepare and implement specifications and plans for various equipment projects and systems. Directs personnel in drafting, designing and plotting activities. Develops and draws plans and profiles. Conducts plan reviews. Performs field checks. Coordinates and monitors equipment and system repairs. Handles inquiries from general public and staff personnel. Coordinates implementation of contracts, projects, and plans. Serves as liaison to departments and agencies.
10	WORKING CONDITIONS The position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of paper or books (up to 20 pounds or an equivalent weight) may be required.
11	MINIMUM EDUCATIONAL REQUIREMENTS Requires an Associate's degree in Engineering, Drafting, Designing or a closely related field.
12	MINIMUM EXPERIENCE REQUIREMENTS Four (4) years of related experience, such as engineering, drafting and/or designing are required. Directly related professional experience may be substituted for the education requirement on a year-for year basis.
13	MINIMUM LICENSE REQUIREMENTS A valid Texas Driver's License and compliance with the City of Houston's policy on driving (AP 2-2).
14	PREFERENCES Preference will be given to candidates with knowledge of sanitary sewer collection system, sanitary sewer evaluation, sanitary sewer rehabilitation methods, and WCMS, GIMS, IMS, MS Office software.
15	SELECTION/SKILLS TESTS REQUIRED None However, the Department may administer a skill assessment evaluation.
16	SAFETY IMPACT POSITION <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.
17	SALARY INFORMATION Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is: <div>Salary Range - Pay Grade 17 \$992 - \$1,404 Bi-weekly \$25,792 - \$36,504 Annually</div>
18	OPENING DATE April 26, 2006
19	CLOSING DATE Open Until Filled
20	APPLICATION PROCEDURES Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1 st Floor. Our TDD (Telephone Device for the Deaf) phone number is 713.837.9471. For application status inquiries, please call (713) 837-0871. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. An equal opportunity employer